

PURCHASE DIVISION
Advice for approval for credit to supplier

(B)

Date: 13/12/2021		Prepared by: Saikiran	
PO/WO no. 83490		PO / WO Date. 11/12/2021	
Supplier Name VIVID WORLD		PO/WO amount 1,044.30	
Firm/Company SLLP		Project HV	
Sl. No.	Bill No.	Bill Date	Bill amount
1	2227	11/12/2021	1,044.30
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			1,044.30
Sl. No.	DC No	DC. Date	MRN No.
1.			DC matches MRN ☐ Yes ☐ No
2.			☐ Yes ☐ No
3.			☐ Yes ☐ No
Amount B –Other Credits : Transportation charges			-
Amount C –Other Debits :			-
Amount D (D=A+B-C) – Amount to be credited to the supplier:			1,044.30
Amount E – PO / WO value:			1,044.30
Amount F – Difference (A – E): GST-18%			-
Quantity received as per PO /WO		☒ Yes ☐ Excess received ☐ Short received ☐ Other (explained below)	
Is difference between PO / Bill acceptable?		☐ Yes ☐ No (explained below)	
Excess / short material received		☐ Approved – within acceptable limits ☐ No (explained below)	
Close PO / WO		☒ Yes ☐ No – wait for balance material ☐ No (explained below)	
Advance paid / PDC given (deduct when paying)		☐ Yes – Rs. /- ☒ No	
Payment – due date		20/12/2021	
Remarks: final bill			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
MD	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:			
Date	13/12/21	14/12/21	

Notes: 1. In case amount to be credited to supplier and the bills total does not match prepare JV for debit or credit. 2. Attach additional sheets if quantity of bills or DCs is more than the space provided. Clearly mark the space provided with 'see attachment'. 3. Purchase Officer can approve Pos/Wos upto Rs. 10,000/-, Purchase Manager or Procurement Manager to approve all bills from 10,000/- to 1,00,000/- . 4. Attach JV, Office copy of PO/WO, DCs and bills to this advice. 5. In Amount A, exclude transport, Hamali charges, etc and instead include in Amount B. 6. To be approved by accounts manager if bill value exceeds Rs. 10,000/- 7. MD to approve all bills above 1,00,000/-

M/s. VIVID WORLD

A Complete Solution for all your cartridge needs

Flat No. 503, G2 Block, Indu Aranaya Pallavi Apts., Bandlaguda,
Nagole, Hyderabad – 500 068, Telangana State. Tel : +91-9246215868

GSTIN : 36AVTPS1528D1ZB

TAX INVOICE

Invoice No. : 2227

Invoice Date : 01/12/2021

Reverse Charge (Y/N) :

State : TELANGANA

Code

36

Transport Mode :

Vehicle Number :

Date of Supply :

Bill to Party

Address: M/S. SUMMIT SALES LLP,
5-4-187/3&4, 2ND FLOOR, SOHAM MANSION, MG ROAD,
SECBAD.

Ship to Party

GATE PASS NO:2847

GST: 36ACQFS2044C1Z7

State : TELANGANA

Co
de

Qty.

Rate

Amount

TAXABLE
VALUE

CGST

SGST

TOTAL

GSTIN :

State :

Code

Product Description

HSN
Code

U
O
M

Qty.

Rate

Amount

TAXABLE
VALUE

CGST

SGST

TOTAL

HP 12A LASER TONER REFILLING

3707

02

230.00

460.00

82.80

9%

41.40

9%

41.40

542.80

HP 12A LASER TONER DRUM

8443

01

325.00

325.00

58.50

9%

29.25

9%

29.25

383.50

HP 12A LASER TONER PCR

8443

01

100.00

100.00

18.00

9%

9.00

9%

9.00

118.00

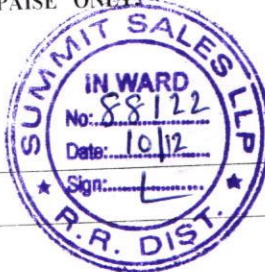
885.00

159.30

1044.30

RS . ONE THOUSAND FORTY FOUR AND THIRTY PAISE ONLY.

(RS.1044.30)



ADD :CGST 9%

79.65

ADD: SGST 9%

79.65

Total Amount After Tax

1044.30

Bank Details

Bank Name : INDIAN BANK

Branch : Narayanguda Branch

Bank A/C : 406746378

Bank IFSC : IDIB000N015

Common Seal

Certified that the particulars given above are true and correct

For VIVID WORLD

Authorized Signatory

Purchase Order



83490

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10-12-2021 14:54:52

Origine

From Company : **Summit Sales LLP**
5-4-187/3&4, II nd floor, MG Road, Secunderabad-500003.
G S T No. : 36ACQFS2044C1Z7

Supplier Details

Vivid World
204, Kubera Towers, Narayanaguda, Hyderabad.

Doc No	83490	183319
Doc Date	01-12-2021	
Quote No	Nil	
Quote Date	01-12-2021	
SupplyType	Supply	

GSTIN 36AVTPS1528D1ZB

6682-3161/ 6682-3171

92462-15868

Kind Attn : Mr. Vishal

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 3523 - Computers and Peripherals - Toner refill - NA - nos HP 12A	2.00	230.00	0.00	18.00	542.80
2 3530 - Computers and Peripherals - Toner Magnet - Other - nos PCR	1.00	100.00	0.00	18.00	118.00
3 3522 - Computers and Peripherals - Toner drum - NA - nos	1.00	325.00	0.00	18.00	383.50
Total Order Value . . .					1,044.30

Rupees : One Thousand Fourty Four and Paise Thirty Only.

Terms and Conditions :-

Specification /	As per details given in the quotation
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Same Day
Delivery Location	Head Office 5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003 Phone: 040-66335551
Penalty For Delay	Nil
Transportation	Included in the above price.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right items not conforming to quality and specifications. Above order for Jayaprakash Purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Original invoice + copy of proof of delivery is required to process invoice for payment . Do not send original invoice to site. Original invoices must be sent to HO office or purchase site office. Proof of delivery /DC can be sent by email.

For **Summit Sales LLP**

Authorised Signatory

Accepted the above Terms And Conditions

For **Vivid World**

Name : _____

Name : _____

Date : __/__/__

Requisition Form

1537

Company Name:		Summit Sales LLP		Date:		01-12-21	
Site & Phase :		Head office		Time:			
Supplier				Req. No.			
Material required before date:				ID No.		183319 71953	
No	Description	Size	Quantity	Units	Inward No	Date	
1	12A toner refilling		2	Nos			
2	12A toner drum		1	No			
3	12A toner Pcr		1	No			
4							
5							
6							
7							
8							
9							
10							
Remarks: This is for Jayaprakash							
Prepared By		K.Suneel		Approved by			
Sign.& Date		01-12-21		Sign. & Date			

83490

Note: On receipt of material at site write inward number and date in last 2 columns.